



SRI MUTHUKUMARAN MEDICAL COLLEGE HOSPITAL AND RESEARCH INSTITUTE

(Affiliated to the Tamil Nadu Dr.M.G.R. Medical University)

Chikkarayapuram, Near Mangadu, Chennai - 600069

Ph: 044 - 66344044, 66344000 Fax: 66344055, 66344050

E-Mail : smmchri2009@gmail.com, smmchri@yahoo.com

Website : www.smmchri.res.in

PHARMACOTHERAPEUTIC COMMITTEE

Chairperson : Dr.Jayanthi.R, Dean

Co-ordinator : Dr.T.Janagan, Professor, Pharmacology

Role of Co-ordinator : To conduct periodic committee meeting and to maintain committee related documents including minutes of meeting(MOM).

Terms for Reference : The members are appointed for a period of 4 years from date of 1st committee meeting. Members will be rotated or replaced after the completion of 4 years or any other members retire or resign during their tenure. This committee will meet three months once under the Chairperson and Coordinator. The coordinator will be responsible for organizing the committee meeting and minutes recorded.

Quorum : 50% of the members should be present for the Committee meeting

Schedule : The committee shall meet once in three months

Roles & responsibilities :

- Develop and approve policies related to medication management
- Establish safe medication practices in the organization
- Develop and approve hospital formulary
- Issue guidelines for rational prescription of medication
- Develop mechanism for reporting to medication safety and take necessary decisions
- Monitor medication practices through audits such as prescription audit, pharmacy audit etc.
- Help Infection Control Committee in formulating antibiotic policy
- Monitor adverse drug reaction
- Other similar matters related to medication management

COMMITTEE MEMBERS :

S. N O	NAME OF THE FACULTY	DESIGNATION	POSITION HELD
1.	Dr.Jayanthi.R	Dean	Chairperson
2.	Dr.T.Janagan	Professor Coordinator ,Pharmacology	Co-ordinator



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3.	Dr.P.Durairajan	Professor Pharmacology & HOD	Member
4.	Dr.Manoj Kumar	Assistant Professor,General Medicine	Member
5.	Dr.P.Rajalakshmi	Professor,General Medicine	Member
6.	Dr.V.Raju	Professor& Pediatrics	Member
7.	Dr.S.Rajasekar	Associate Professor, General Surgery	Member
8.	Dr. Sravani Chitra	Assistant Professor, OBG	Member
9.	Dr.A.N.Prabhu	Assistant Professor,Orthopaedics	Member
10.	Dr.P.A.Ramkumar	Associate Professor, Anesthesiology	Member
11.	Dr.S.Keerthana	Assistant Professor, Ophthalmology	Member
12.	Dr.Alagammai	Assistant Professor, Dermatology	Member
13.	Dr.Gnamam	Resident Medical Officer	Member
14.	Dr.Lakshmi Mani	CMO & Quality co-ordinator	Member
15.	Ms.Karpagavalli	Chief Pharmacist	Member
16.	Ms.Thangamariamamma	Nursing Superintendent	Member

DOCUMENTATION AND RECORD KEEPING

MAINTENANCE RECORDS

Maintain accurate and up-to-date records of all activities.

REVIEW AND REVISION

Periodically review the SOP to ensure its relevance and effectiveness.

Revise the SOP as needed to accommodate changes

APPROVAL

This SOP is approved by the Dean and will be reviewed annually or as needed

Smith M.

IAQC COORDINATOR

Karpagavalli
DEAN
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Chennai-600 069